

DISTRICT FIVE CRITICAL REQUIREMENT LIST

Critical Path Method (CPM) Contract Schedule

1. CEI staff is aware of and enforcing the requirement that, the Critical Path Method (CPM) Contract Schedule for the project is submitted to the Engineer for acceptance within 30 calendar days after execution of the Contract or at the preconstruction conference, whichever is earlier. [Spec. 8-3.2.1]
2. Contractor's Initial schedule has been reviewed using the D5 CPM Review Checklist. [Best Practice]
3. Initial Schedule Acceptance letter has been issued. [Spec. 8-3.2]
4. CEI staff is aware of and enforcing the requirement that, a monthly update of the Contract Schedule is submitted within 7 calendar days before the monthly estimate cut-off date. [Spec. 8-3.2.1]
5. CEI staff is aware of and enforcing the requirement that, a schedule narrative report describing current project schedule status, any changes made, and identifying potential delays is submitted with the Contract Schedule. [Spec. 8-3.2.2]
6. CEI staff is aware of and enforcing the requirement that, the schedule comply with the content guidelines as specified in Section 8-3.2.3 and that the calendar used in the schedule and narrative report is consistent with actual work days in the field. [Spec. 8-3.2.3] [Best Practice]
7. CEI staff is aware of and enforcing the requirement that, a Two-Week "Look Ahead" Planning Schedule is submitted at each weekly meeting, showing the items of work planned for the next two weeks, and is included in the weekly meeting minutes. [Spec. 8-3.2.4]
8. CEI field inspection staff has a copy of the Two-Week "Look Ahead" Planning Schedule and is monitoring Contractor activities against the schedule. [Best Practice]
9. CEI staff is aware of and enforcing the requirement that, time extension requests include: a) Descriptive summary of the changes, b) An analysis of project impact, c) A fragnet that shows the impacted activities before the change, d) A fragnet that shows the impacted activities after the change. [Spec. 8-3.2.6]
10. CEI Staff is keeping copies of the CPM baseline schedule and monthly updates (Primavera "xer" or Suretrak Concentric P3 format). [Best Practice]
11. CEI staff is maintaining "as-built schedule". [Best Practice]